

# Oaklands Junior School

Headteacher - Mrs H West

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25<sup>th</sup> April 2018

## To Parents of children in Year 5

Dear Parents/Guardians,

We are now in a position to confirm the cost of the trip to Osmington Bay in September 2018 as £335.00 per child. The £335.00 will include transport, full board and accommodation, insurance, all equipment and instruction. Please note that this price also now includes the cost of all bedding and there will now be no need to provide any of this for the trip. Having considered the costs, arrangements and practicalities, it has been agreed that this is the most cost-efficient solution. A consent form is attached, please could you complete this and return it to the school no later than Friday 11<sup>th</sup> May.

The proposed payment schedule is set out below.

### Procedure for Payment

A deposit of £125.00 **is due by Friday 11<sup>th</sup> May.** The remaining payment deadlines will be due in two stages. Please keep to the schedule as we have to meet commitments by certain dates and the school has no large working capital to cover for late payments.

- A second amount of £125.00 by **Friday 8<sup>th</sup> June 2018**
- The final amount of £85.00 by **Friday 6<sup>th</sup> July 2018**

Please note:

1. If you are unable to keep to this schedule, please advise us as payments may be made on a weekly, or any other periodic basis, or the entire sum can be paid at once.
2. Cheques should be made payable to **Oaklands Junior School.**
3. As the majority of parents now pay online we will not be issuing receipts unless specifically requested.

*PTO*

Please note visits which take place in school time are subject to some of the provisions of the 1988 Education Reform Act. Please see the Residential Visits Charges section on our website, under Curriculum Information, for further details.

We have, in the past, been able to arrange partial sponsorship for a few families with financial difficulties. We cannot stress strongly enough that people who need financial help must contact us and we will do our best to assist. Any requests will be dealt with in total confidence. Pupils who receive Pupil Premium funding will automatically have the cost of the trip paid for from the Pupil Premium Budget.

Yours faithfully,

A handwritten signature in black ink that reads "H. West". The letters are cursive and slightly slanted to the right.

Mrs. H. West  
Headteacher